



Published by the Navy Exchange Service Command

3280 Virginia Beach Blvd., Virginia Beach, VA 23452-5724

SS01-013

22 March 2001

AT&T REFUNDS; ROM II

Recently there has been some confusion about the proper way for ships using ROM II to process refunds from AT&T for unsold telephone debit cards. In discussions with DFAS and AT&T, it has been decided that these refunds will be processed as follows:

- 1) When telephone cards are returned to AT&T for refund, they will continue to be treated as ships store inventory. A "Bulk Sale" will be prepared, but NOT confirmed.
- 2) AT&T will forward a check to the ship for the refund.
- 3) When the ship receives the check from AT&T, the Bulk Sale will be confirmed. The check will be turned over to the ship's disbursing officer, and the value will be reflected in the Memorandum Cash Sales invoice for that month as a bulk sale.
- 4) Any checks received for returned merchandise should be handled as a bulk sale.